Montana Section American Water Works Association / Montana Water Environment Association

2015 MSAWWA-MWEA Joint Conference

May 5-7, 2015 | Billings, Montana

Exhibit Service Kit Online: www.kjconventions.com/msawwa

MSAWWA/MWEA Furnishes Each Booth With:

- Pipe & drape booth structure
- One 6' skirted table in show colors and two chairs
- One 500w/110v electrical outlet *(single plug in)*

All Booths are Carpeted
(Standard Conference Center Type, Permanent Carpeting)

Booth Size: 10' wide x 6' Deep Pipe & Drape Booth Structure

All Booths have an 8' high backwall and 3' high side dividers.

Additional Booth Furnishings

K&J Convention Services offers additional booth furnishings to all exhibitors: additional skirted tables/counters ♦ table upgrades ♦ tall bar-height chairs ♦ tall round bistro tables♦ flatscreen monitors ♦ literature & bag racks & more!

TABLE UPGRADES AVAILABLE:

Upgrade the 6' Table in your booth to a 4' or 8' length Table for $10 ***-- or –***

Upgrade the 6' Table in your booth to a tall 42" Counter for $15

All upgrades must be ordered on or before April 29 – skirt is show color only

Table Upgrades are not available when you get to the showsite.

Shipping

WE DO NOT RECOMMEND THAT YOU SHIP TO THE HOTEL. The hotel is not contracted to receive or store your freight. All shipping/drayage/materials handling should be coordinated through K&J. If you utilize our service, K&J will receive and securely store your freight anytime in advance of the show, deliver it to your booth for setup, store your crates during the show, and get it back out to your carrier after the show.

Electricity

Each booth is standard with 500watts of 110v power and one single plug outlet.

500 watts is *usually* sufficient to run a laptop, monitor and standard display lighting. If you are running equipment, cooking, or heating anything up, you must upgrade. If you are plugging in more than one device, rent or bring a powerstrip.

Official Exhibit Services, Freight & Electrical Contractor:

K&J Convention Services, LLC

Phone: 406-442-3238 | Fax: 406-458-3265 | Email: office@kjconventions.com

***Exhibit Service Kit Online*: www.kjconventions.com/msawwa**

DISCOUNT DEADLINE: April 29

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ORDER FORM: FURNISHINGS — MATERIALS HANDLING/DRAYAGE — ELECTRICAL

COMPANY NAME:	PHONE:
CONTACT NAME:	EMAIL:

	QTY	DESCRIPTION	BEFORE April 29	AFTER April 29	Enter Total
		Upgrade to: __ 4' or __8' Table	**$10.00**	$15.00	
		Upgrade to Tall Table/Counter: __4' __ 6' __ 8'	**$15.00**	$20.00	
		Upgrades are not available for ordering at the showsite. No choice of skirt color; show colors only			
STANDARD TABLES		**+ 4' Table - 30" High, Skirted with White Top**	**$30.00**	$40.00	
		+ 6' Table - 30" High, Skirted with White Top	**$35.00**	$45.00	
		+ 8' Table - 30" High, Skirted with White Top	**$40.00**	$50.00	
		Select Skirt Color: ____ Blue ____ Silver ____ Red ____ Black ____ Gold ____ Burgundy ____ Hunter ____ Teal ____ Show Colors			
		Round Café 30" Round x 30"high - incl BlackSpandex	**$30.00**	$35.00	
TALL TABLES		**+ 4' Tall Table/Counter - 42" High, Skirted with White Top**	**$35.00**	$45.00	
		+ 6' Tall Table/Counter - 42" High, Skirted with White Top	**$40.00**	$50.00	
		+ 8' Tall Table/Counter - 42" High, Skirted with White Top	**$45.00**	$55.00	
		Select Skirt Color: ____ Blue ____ Silver ____ Red ____ Black ____ Gold ____ Burgundy ____ Hunter ____ Teal ____ Show Colors			
		Round Bistro: 30" Round x 42"high - incl BlackSpandex	**$30.00**	$35.00	
		24" Round Pedestal Table: __28" High ___36"High	**$30.00**	$35.00	
FURNISHINGS		**Standard Arm Chair** (padded arms, seat, back)	**$15.00**	$20.00	
		Bar Height/Tall Director-Height Chair	**$20.00**	$25.00	
		Free-Standing 6 Pocket Literature Rack	**$25.00**	$30.00	
		Free Standing Glass Display Case 5'h x 14"w x 17"deep	**$125.00**	$160.00	
		3 Tier "Tripod" Aluminum Easel	**$15.00**	$20.00	
		DVD Player	**$25.00**	$25.00	
		32" Flatscreen TV/Monitor (15-pin PC compatible)	**$125.00**	$150.00	
		37" Flatscreen TV/Monitor (15 pin PC compatible)	**$200.00**	$225.00	
		42" Flatscreen TV/Monitor (15-pin PC compatible)	**$300.00**	$325.00	
		46" Flatscreen TV/Monitor (15-pin PC compatible)	**$350.00**	$375.00	
		TableTop Riser (10"x 10") ___4' ___6' ___8'	**$15.00**	$20.00	
		Custom Booth Carpet (per booth) (Sits on hotel carpet)	**$55.00**	$60.00	
		Select Color: ____ Blue ____ Silver ____ Red ____ Black ____ Burgundy			
T		**Daily Vacuum and Empty Garbage Pre Show (Wed/Thurs am)**	**$35.00**	$40.00	
		Electrical Upgrade: +600 watts/5 amp	**$15.00**	$25.00	
		Electrical Upgrade: +1200 watts/10 amp	**$25.00**	$40.00	
		Electrical Upgrade: +1800 watts/15 amp	**$30.00**	$45.00	
		Electrical Upgrade: +3000 watts/25 amp	**$40.00**	$50.00	
		Materials Handling / Drayage	**Attach Order Form**		
		Display Rental: Item# _____	**Color _____**		
		Pro-Panel Display Rental (minimum order 2)	**$25.00**	$35.00	

Order Form / Order Summary

Return with Payment Summary and Applicable Forms to:

K&J Convention Services, LLC
PO Box 5234 - Helena, MT 59604

EMAIL Orders to : PDFORDERS@kjconventions.com
FAX Orders to: 406-458-3265

TOTAL DUE

QUESTIONS? Don't See Something?
406-442-3238
office@kjconventions.com

K&J Convention Services, LLC
PO Box 5234
Helena, MT 59604
Office@kjconventions.com
Email Orders to: PDFORDERS@kjconventions.com

QUESTIONS? CALL US !
(406) 442-3238

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COMPANY NAME: _____

CONTACT NAME: _____ **PHONE:** _____

EMAIL: _____ **RECEIPT EMAIL:** _____

DISCOUNT DEADLINE: April 29, 2015

Orders Accepted by Phone — Fax — Email — Online PDF

Order must be received by K&J on or before April 29 to Qualify for discounts. All orders received or paid after April 29 will be charged regular price. Payment due at time of Order

TOTAL DUE: $_____

SELECT PAYMENT METHOD: ☐ **Check** ☐ **Credit Card**

PAY BY CHECK

Full payment must be submitted with your order(s).
Make checks payable to K&J Convention Services, LLC.
Please include "US FUNDS" on all checks drawn outside of the US.

If a credit card is not on file, any additional orders, or orders made by your contact or booth reps onsite will require advance payment by them prior to service or delivery. Credit card required for materials handling / drayage and I & D labor orders.
Sorry, we do not invoice or accept "electronic checks".

PAY BY CREDIT CARD

This is the preferred payment method **. Complete the information below and return with your order(s).** Any additional orders made by your contact or booth reps onsite will be charged to this card, including any shipping charges and Labor. Sorry, we do not invoice.

We Accept:
American Express **VISA**
Mastercard **Discover**

Full Credit Card Number: _____

Expiration Date: _____ **(MM/YY)** **CVV:** _____ (3 digits back of MC/VISA or 4 digits front of AMEX)

CARDHOLDER NAME: _____

ZIP CODE / POSTAL CODE ASSOCIATED WITH CARD: _____

CARDHOLDER SIGNATURE: _____
(If available, or other authorized person)

ORDERS OR PAYMENTS RECEIVED AFTER April 29 WILL BE CHARGED OUR STANDARD PRICE. This includes orders received late due to mail delays, fax or email malfunction, or "declined cards or funds". All orders must be received and paid by April 29 to qualify]for discount pricing. K&J will charge $35 processing fee for all cancellations received prior to April 29. No refund will be made for cancellations or changes that are received by K&J after April 29. By submitting this form, you acknowledge K&J's Cancellation/Refund policy and agree to be bound by the Service Terms and Conditions in the Exhibit Service Kit.

Payment Summary / Method

K&J Convention Services, LLC
PO Box 5234, Helena, MT 59604
Phone: 406-442-3238
office@kjconventions.com

Cancellation/Refund & Payment Policy

Full payment is due at time of order.
We accept payment by check or credit card. Sorry, we do not invoice.

All orders must be received and paid by April 29 to Qualify for Discount Pricing. K&J discount pricing is based on the date **received**, not the postmarked date. If you mail your order in, be sure to allow enough time for it to arrive in our mailbox before the discount deadline.

All orders received or paid after April 29 will be processed at the regular price. If your order is received after April 29, but paid at the discounted rates, we reserve the right to not deliver accessories or freight to your booth until full payment is received.

EMAIL ORDERS TO: **pdforders@kjconventions.com**
Email Orders will receive an instant confirmation your order was received.
If you don't receive our auto-generated confirmation, we didn't receive your order.

FAX ORDERS TO: **406-458-3265**

CALL IN ORDERS: **406-442-3238**

K&J is not responsible for delays due to fax machine malfunction or delays in the mail or email.

If you must cancel or change your order:

Cancellation/Refund Policy:

No refund will be made for cancellations or changes that are received by K&J after April 29.
Cancellations/Changes made prior to April 29 will be charged a $35 processing fee.

All cancellations/requests for refund must be made in writing and received by K&J prior to April 29.

At the Show:

If you get to the show and change your mind about your order, you will not receive a refund or exchange credit. All sales and rentals are final after April 29.

All sales/rentals made on the show floor are final once delivered.

If you arrive at the show and don't find your order in your booth, you must contact a K&J representative at the Exhibit Service Desk at least 2 hours prior to show opening to correct the problem. No credit or refund will be given, so be sure to contact us before the show opens.

Your cancelled check is your receipt. Email address required for all receipts. A $30 return payment fee will be assessed for all returned checks or credit card chargebacks.

K&J Convention Services
Phone: 406-442-3238
Fax: 406-458-3265

Electrical Guidelines

Each booth includes One 500 Watt/110v power connection and one single-plug outlet.

500 watts (4.5 amp) is usually sufficient to operate a laptop, monitor and/or display lights

If you need more watts for cooking / heating / cooling / many lights / equipment / concession equipment, etc. order by April 29.
220v is limited. Contact us Immediately if you need 220v!

Check Label on Your Equipment for Power Requirements

	600 Watt / 5 Amps TV/VCR, Computer, Display Lights, ¼ HP Motor, etc.
	1200 Watt / 10 Amps Hair Dryer, Vacuum Cleaner, Small Crock Pot, ½ HP Motor
	1800 Watt / 15 Amps Frying Pan, Large Kitchen Appliances, ¾ HP Motor
	3000 Watt / 25 Amps Commercial Cooking Equipment, Multiple Kitchen Appliances
	220v- Extremely Limited. Call for Availability/Guarantee
	Power Strip – For Additional Outlets – NOT A SURGE-PROTECTOR
	Extension Cord

— All Additional Power Must Be Paid in Full Before Connection —

K&J Convention Services
Phone: 406-442-3238
Fax: 406-458-3265

Materials Handling & Drayage Order Form

Be SURE to submit RE-FOWARDING ORDER FORM too!

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COMPANY NAME:	
CONTACT NAME:	
CONTACT TELEPHONE	

Complete the information below. Estimate weights as necessary if not known. We will charge the minimum now; upon receipt of your shipment(s), we will charge you the difference.

Shipped From:	**Carrier:**
Ship Date	**Tracking #(s)**
Est. Arrival	
# Shipments	
Est . Weight	**Booth Rep:**
Total # Pieces	**Cell Phone#:**

Compute your cost HERE (Estimate When Necessary)

Shipment Weight (200 # Minimum): _____ x $.40 = _____

Additional charges due to late ordering or multiple shipments: $_____

MINIMUM CHARGE:
$80.00
per Shipment

If Your Freight Weighs	You Pay:
0 – 200 pounds	$80.00 per shipment
Greater than 200 Pounds:	$0.40 per pound *($40.00 per CWT)*

After April 29: Add $.10 per pound or $20, whichever is greater

- **All Materials Handling /Drayage Services must be prepaid and ordered in advance.**
- $.10 per pound or $20 (whichever is greater) will be added to all orders received after April 29.
- **Freight arriving without an order will be charged the late fee rate plus a $50 delivery fee**.
- Collect shipments will not be accepted.
- **DO NOT ship directly to the hotel – they are not contracted to receive your freight**.
- Use the Labeling Format on the next page when shipping your materials.
- **Be certain your company name is clearly marked on all boxes/freight.**

"SHIPMENT" is defined as any number of packages received on the same day and delivered by the same carrier.

Our Fee Includes:

- Receiving and securely storing freight up to 30 days in advance of the show
- Transfer and Deliver shipments to your booth and provide crate storage during the show
- Transfer your freight to your carrier after the show.

All Freight Must be Received at the Warehouse on or before May 1

RECOMMENDED SHIPPING LABELS

All Shipments to the Advance Warehouse must be received April 1 – May 1

Call K&J if there are legitimate issues preventing you from shipping to advance warehouse by May 1
or call for specific delivery instructions if you will need to ship to us at the showsite during setup.

You may use these labels or your own. All boxes in your shipment must include: "Company Name" & "Number _x__ of __x__ Pieces" .

BOOTH NUMBER IS NOT REQUIRED!

K&J CONVENTION SERVICES

Deliver on or before May 1, 2015

ADVANCE WAREHOUSE DELIVERY

FOR: _____
Company Name

SHOW NAME: MSAWWA/ MWEA

To: K & J Convention Services (406/442-3238)
% Baker Transfer & Storage
706 Daniel Street
Billings, MT 59101

# of Pieces

K&J CONVENTION SERVICES

Deliver on or Before May 1, 2015

ADVANCE WAREHOUSE DELIVERY

FOR: _____
Company Name

SHOW NAME: MSAWWA / MWEA

To: K & J Convention Services (406/442-3238)
% Baker Transfer & Storage
706 Daniel Street
Billings, MT 59101

# of Pieces

K&J Convention Services
Phone: 406-442-3238
Fax: 406-458-3265
office@kjconventions.com

Post Show Re-Forwarding Instructions & Order Form

IF YOU HAVE ANY OUTBOUND FREIGHT, REGARDLESS OF THE CARRIER, THIS FORM IS REQUIRED
POST SHOW MATERIALS HANDLING IS INCLUDED IN THE MATERIALS HANDLING FEE

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YOUR COMPANY NAME	
SHIPPING CARRIER (Fedex/UPS/Airways/Etc)	
TYPE OF SERVICE (Ground, Overnight, 3 day, Etc)	
PAYMENT METHOD O **SHIPPING ACCOUNT #:** _____ O **PREPAID LABELS** O **COLLECT**	
SHIP TO:	
ADDRESS:	
CITY / STATE/ ZIP:	

Booth Representative is responsible for completing the proper bills of lading and labeling your outbound freight. Keep your tracking numbers! We do not track freight once we have transferred it to your carrier.

K&J will not accept responsibility for misdirected or lost freight.

K&J reserves the right to re-route when carriers are not present, fail to show, or expedite the move due to conflicts in scheduling. No liability will be assumed as a result of such rerouting.

IF YOU ARE USING FEDEX OR UPS (STANDARD, GROUND, EXPRESS):

DO NOT CONTACT CARRIER FOR A PICKUP. WE WILL COORDINATE IT

All Fedex and UPS Freight will go out on Friday morning

Post-Show Freight Pick-Up Details for Customers of Private Carriers / LTL

(Fedex Freight, YRC, UPS Freight, Conway, Elite, etc):

PRO# MUST BE INCLUDED ON LABEL AND BILL OF LADING MUST BE PROVIDED BY SHIPPER/CUSTOMER FOR ALL PRIVATE CARRIER FREIGHT.

PICKUP DATE: **THURSDAY, May 7 ONLY** **PICKUP TIME:** **1 – 4 pm**

LOCATION: **K&J Convention Services** **Foreman Phone: 406-431-8295**
c/o Holiday Inn Grand Montana - - -Grand Ballroom
5500 Midland Road, Billings, MT 59101

All freight not picked up by carriers by 4 pm on Thursday will be transferred to the show carrier or to an alternate warehouse in Helena, Montana, for pickup the following week, and customer will be charged accordingly.

K&J Convention Services, LLC
Phone: 406-442-3238
Fax: 406-458-3265

Display Installation Order Form

If booth labor (i.e.: you need us to set up your booth display etc) is required for incoming freight shipments, please advise time required, number of persons required, and any pertinent information or instructions necessary for proper set-up/dismantling of your booth or materials.

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COMPANY NAME:	
CONTACT NAME:	
CONTACT TELEPHONE	

	Date	Time	# of Persons	Est. Hours
Setup				
Dismantle				
Comments/Tell Us What We Are Setting Up!				

Booth Labor Charge: $35/hour per person

Minimum Setup Charge - - 1 person / 1 hour ($35)
Minimum Dismantle Charge - - 1 person / 1 hour ($35)

Please submit a photo, sketch or set-up instructions to expedite your order. Your booth will be ready at the start of the show's Vendor Setup time. Sorry, we cannot guarantee "early setups". All labor will be completed by Tuesday, May 5 at 2 pm.

Credit Card Required For All Labor Orders

Need a Flatscreen Monitor??

Why Ship One from Home When You Can Affordably Rent One From US?!?

DVD Player: $25
32” Flatscreen/Monitor/TV: $125
37” Flatscreen/Monitor/TV: $200
42” Flatscreen/Monitor/TV: $300
46” Flatscreen/Monitor/TV: $350

Flatscreen Monitors & TVs are Limited to Stock on Hand and Must be Ordered in Advance. Call for Availability. Price includes delivery, setup and repackaging and is for the duration of the show.

You must bring (*and connect*) your own PC computer/laptop.

Apple/Macs are only compatible if you bring your own cord - Call for details.

Sorry! K&J does not offer Technical Support!
We recommend that you bring your computer’s user manual or know how to “send” your desktop to the monitor.

K&J is not responsible for technical difficulties related to compatibility with your computer equipment

Need a Portable Display?

We have High Quality, Affordable Floor Models and Table Top Portable Displays For Rent!

Floor Models	Table Tops
8' Popup Curve **10' Popup Curve** **10-Panel Displays** **10-Panel Display w/Peninsula** **12-Panel Display** **ProPanel Poster Systems**	**6' x40" Popup Curve** **6' x 63" Popup Curve** **8' Popup Curve** **4-Panel Folding** **5-Panel Folding** **6-panel Folding**
See Pictures and Pricing On Our Website **www.kjconventions.com**	

Renting a display is oftentimes more economical and time saving than shipping and handling your own display - - especially if you have to travel long-distances.

Whether you need to rent a display for in-town, out-of-town, or out-of-state, we've got the models and colors you are looking for! If you rent a display to use at this show, your shipping, install & dismantle is included in the price. We offer multi-show discounts in case you need the rental for more than one show! Call for details and pricing.

Got Graphics?

All of our rental units feature velcro-compatible panels that make placing and changing graphics easy. Plus, all units come with a halogen light to illuminate your display.

K&J Convention Services

406/442-3238

Email: office@kjconventions.com § www.kjconventions.com

When Planning Your Booth Design . . .

We'll provide you with as many "S" Hooks as you need to hang your items in your booth.

DO NOT

STAPLE, PIN, TAPE, ZIPTIE,

OR PUT HOLES IN THE

DRAPES IN YOUR BOOTH

-- Even if you are "careful", these actions damage our inventory--

Drapes which are damaged, stapled, pinned, taped or found to have holes punched in them will be charged back to the exhibitor immediately at full replacement value.

If you need suggestions on how to hang something, give us a call.

Hanging weight limit: 20 pounds.
Call if you will be hanging items which weigh more than 20 pounds

K&J Convention Services, LLC
406/442-3238
www.kjconventions.com

SERVICE TERMS and CONDITIONS

These Service Terms and Conditions limit your possible recovery in case of loss or damage

EXHIBITOR'S acknowledgement and acceptance of these service terms and conditions will be construed when any one (1) of the following conditions is met:

- EXHIBITOR'S MATERIALS ARE DELIVERED TO AN ADVANCE WAREHOUSE OR TO THE SHOWSITE IN WHICH K&J IS THE OFFICIAL SHOW EXHIBIT SERVICES, FREIGHT, ELECTRICAL, or LABOR CONTRACTOR; OR
- AN ORDER FOR LABOR AND/OR RENTAL EQUIPMENT IS PLACED BY EXHIBITOR FOR THIS SHOW

1. DEFINITIONS. For purposes of these Terms & Conditions, "K&J" means K&J Convention Services, and K&J Convention Decorators.and their respective employees, managers, members, agents, assigns, affiliated companies, and related entities including, but not limited, to any subcontractors K&J may appoint. The term "EXHIBITOR" means the Exhibitor, its employees, agents, representatives, and any Exhibitor Appointed Contractors ("EAC").

2. PACKAGING AND CRATES. K&J shall not be responsible for damage to loose or uncrated materials, pad-wrapped or shrink-wrapped materials, glass breakage, concealed damage, carpets in bags or poly, or improperly packed materials. In addition, K&J shall not be responsible for crates and packaging which are unsuitable for handling, in poor condition, or have prior damage. Crates and packaging should be of a design to adequately protect contents for handling by fork- lift and similar means.

3. EMPTY CONTAINERS. Empty container labels will be available at the show site service desk. Affixing labels to the containers is the sole responsibility of EXHIBITOR or its representative. All previous labels must be removed or obliterated. K&J assumes no responsibility for:

- Error in the above procedures
- Removal of containers with old empty labels and without K&J labels
- Improper information on empty labels

K&J WILL NOT BE LIABLE FOR LOSS OR DAMAGE TO CRATES AND CONTAINERS OR THEIR CONTENTS WHILE SAME ARE IN EMPTY CONTAINER STORAGE.

4. INBOUND SHIPMENT(S). Consistent with trade show industry practices, there may be a lapse of time between the delivery of shipment(s) to the booth and the arrival of EXHIBITOR or its representative, and during such time the materials will be left unattended. K&J WILL NOT BE RESPONSIBLE OR LIABLE FOR ANY LOSS, DAMAGE, THEFT, OR DISAPPEARANCE OF EXHIBITOR'S MATERIALS AFTER SAME HAVE BEEN DELIVERED TO EXHIBITOR'S BOOTH AT SHOW SITE. K&J highly recommends the securing of security services from Facility or Show Management.

5. OUTBOUND SHIPMENT(S). Consistent with trade show industry practices, there may be a lapse of time between the completion of packing and the actual pick-up of materials from the booths for loading onto a carrier and during such time the materials will be left unattended. K&J WILL NOT BE RESPONSIBLE OR LIABLE FOR ANY LOSS, DAMAGE, THEFT, OR DISAPPEARANCE OF EXHIBITOR'S MATERI- ALS BEFORE SAME HAVE BEEN PICKED UP FOR RELOADING AT THE CONCLUSION OF THE EVENT. K&J highly recommends the securing of security services from Facility or Show Management. All Material Handling Agreements submitted to K&J by EXHIBITOR will be checked at the time of pickup from the booth and corrections will be made where discrepancies exist between the quantities of items on any form submitted to K&J and the actual count of such items in the booth at the time of pickup.

6. DELIVERY TO THE CARRIER FOR RELOADING. K&J assumes no responsibility for loss, damage, theft, or disappearance of EXHIBITOR'S materials after same have been delivered to EXHIBITOR'S appointed carrier, shipper, or agent for transportation after the conclusion of the show. K&J loads the materials onto the carrier under directions from the carrier or driver of that carrier. Any loading onto the carrier will be understood to be under the exclusive supervision and control of the carrier or driver of that carrier. K&J assumes no responsibility for loss, damage, theft or disappearance of EXHIBITOR'S materials that arises out of improperly loaded materials.

7. DESIGNATED CARRIERS. In order to expedite removal of materials from show site as required by Show Management and/or the facility, K&J shall have the authority to change the EXHIBITOR designated carrier if that carrier does not pick up the shipment(s) at the appointed time. Where no disposition is made by EXHIBITOR, materials may be taken to a warehouse to await EXHIBITOR'S shipping instructions and EXHIBITOR agrees to be responsible for charges relating to such rerouting and handling. In no event shall K&J be responsible for any loss resulting from such rerouting designation.

8. K&J'S RESPONSIBILITIES. K&J shall be responsible only for those services which it directly provides. K&J assumes no responsibility for any persons, parties, or other contracting firms not under K&J's direct supervision and control. K&J's performance hereunder is subject to, and K&J shall not be responsible for loss, delay, or damage due to, strike, lockouts, work stoppages, natural elements, vandalism, Act of God, civil disturbances, power failures, explosions, acts of terrorism or war, or for any other cause beyond K&J's reasonable control, nor for ordinary wear and tear in the handling of materials.

9. INSURANCE. It is understood that K&J is not an insurer. Insurance on exhibit materials, if any, shall be obtained by EXHIBITOR in amounts and for perils determined by EXHIBITOR. EXHIBITOR agrees to provide K&J with a release of sub- rogation to the extent of any insurance settlement received.

10. DECLARED VALUE. Declarations of Declared Value are between the EXHIBITOR and the selected Carrier ONLY, and are in no way an extension of K&J's maximum liability stated herein. K&J will use commercially reasonable efforts to transmit the Declared Value instructions to the selected Carrier; however, K&J WILL NOT BE LIABLE FOR ANY CLAIM ARISING FROM THE TRANSMITTAL OF, OR FAILURE TO TRANSMIT, DECLARED VALUE INSTRUCTIONS TO THE CARRIER NOR FOR FAILURE OF THE CARRIER TO UPHOLD THE DECLARED VALUE OR ANY OTHER TERM OF CARRIAGE.

11. CLAIM(S) FOR LOSS. EXHIBITOR agrees that any and all claims for loss or dam- age must be submitted to K&J immediately at the show site, and in any case not later than thirty (30) business days after the conclusion of the show. (For purposes of claim reporting, the "conclusion" of the show shall be construed as the time when EXHIBITOR'S materials are delivered to the carrier for transportation from the show site or from K&J's warehouse). All claims reported after thirty (30) days will be rejected. In no event shall a suit or action be brought against K & J more than one (1) year after the date of loss or damage occurred.

(a) PAYMENT FOR SERVICES MAY NOT BE WITHHELD. In the event of any dispute between the EXHIBITOR and K&J relative to any loss, damage, or claim, EXHIBITOR shall not be entitled to and shall not withhold payment, or any partial payment, due K&J for its services as an offset against the amount of any alleged loss or damage. Any claims against K&J shall be considered a separate transaction and shall be resolved on their own merits.

(b) MAXIMUM RECOVERY. If found liable for any loss, K&J'S sole and exclusive MAXIMUM liability for loss or damage to EXHIBITOR'S materials and EXHIBITOR'S sole and exclusive remedy is limited to $.50 (USD) per pound per article with a maximum liability of $100.00 (USD) per item, or $1,500.00 (USD) per shipment whichever is less.

(c) BREACH OF CONTRACT AND/OR NEGLIGENCE ONLY. K&J's liability shall be limited to any loss or damage which results solely from K&J's NEGLIGENCE in the actual physical handling of the items comprising EXHIBITOR'S shipment(s) OR which results from BREACH OF THIS CONTRACT and not for any other type of loss or damage. In no event shall K&J be liable to the EXHIBITOR or to any other party for special, collateral, exemplary, indirect, incidental, or consequential damages, whether such damages occur either prior or subsequent to, or are alleged as a result of, tortious conduct, failure of the equipment or services of K&J or breach of any of the provisions of this Contract, regardless of the form of action, whether in contract or in tort, including strict liability and negligence, even if K&J has been advised or has notice of the possibility of such damages, or for any damages caused by EXHIBITOR'S failure to perform EXHIBITOR'S responsibilities. Such excluded damages include but are not limited to loss of profits, loss of use, interruption of business or other consequential or indirect economic losses.

12. JURISDICTION / ARBITRATION. THIS CONTRACT SHALL BE CONSTRUED UNDER THE LAWS OF THE STATE OF MONTANA WITHOUT GIVING EFFECT TO ITS CONFLICT OF LAWS RULES. EXCLUSIVE VENUE FOR ALL DISPUTES ARISING OUT OF OR RELATING TO THIS CONTRACT SHALL RESIDE IN A COURT OF COMPETENT JURISDICITON IN LEWIS & CLARK COUNTY, MONTANA. Notwithstanding anything herein to the contrary, any controversy or claim arising out of or relating to this Contract, or the breach thereof, shall be settled by arbitration administered by the American Arbitration Association in accordance with its Commercial Arbitration Rules and judgment on the award rendered by the arbitrator(s) may be entered by any court having jurisdiction thereof.

13. INDEMNIFICATION. EXHIBITOR agrees to indemnify and forever hold harmless K&J and its employees, members, managers, directors, officers, and agents from and against any and all demands, claims, causes of action, fines, penalties, damages (including consequential), liabilities, judgments, and expenses (including but not limited to reasonable attorneys' fees and investigation costs) on account of personal injury, death, or damage to or loss of property or profits arising out or contributed to by any of the following:

- EXHIBITOR'S negligent supervision of any labor secured through K&J, or the negligent supervision of such labor by any of EXHIBITOR'S employees, agents, representatives, customers, invitees and/or any Exhibitor Appointed Contractors (EAC);
- EXHIBITOR'S negligence, willful misconduct, or deliberate act, or the negligence, willful misconduct, or deliberate act of EXHIBITOR'S employees, agents, representatives, customers, invitees and/or any Exhibitor Appointed Contractors (EAC) at the show to which this Contract relates, including but not limited to the misuse, improper use, unauthorized alteration, or negligent handling of K&J'S equipment;
- EXHIBITOR'S violation of Federal, State, County or Local ordinances;
- EXHIBITOR'S violation of Show Regulations and/or Rules as published and set forth by Facility and/or Show Management.

14. WAIVER & RELEASE. EXHIBITOR, as a material part of the consideration to K&J for material handling services, waives and releases all claims against K&J with respect to all matters for which K&J has disclaimed liability pursuant to the provisions of this Document.

15. SEVERABILITY. If any provision of this Contract proves to be illegal, invalid, or unenforceable, the remainder of this Contract will not be affected by such finding, and in lieu of each provision of this Contract that is proven to be illegal, invalid, or unenforceable, a provision will be added as part of this Contract as similar in terms to such illegal, invalid, or unenforceable provision as may be possible and be legal, valid, and enforceable.